

ADDENDUM #1  
WORKFORCE INVESTMENT ACT (WIA)  
YOUTH SERVICES PROVIDER  
(Specification No. 04-046)

Addendum No. 1 for Workforce Investment Act (WIA) Youth Services Provider, bids to be opened on Wednesday, March 31, 2004, at 12:00 noon.

At the pre-submission conference several individuals wanted more information concerning this program. Attached is some information with additional information available on the following web site:

[www.dol.state.ne.us/nwd/pdf/wiaannrep.pdf](http://www.dol.state.ne.us/nwd/pdf/wiaannrep.pdf)

All other terms and conditions to remain unchanged.

Dated this 25<sup>th</sup> day of February, 2004.

Vince M. Mejer  
Purchasing Agent

### **c. Youth**

- 1. Describe strategies for providing comprehensive services to eligible youth, including how the area will meet the requirements in the Act regarding the following.***

The goals of the Youth program are to provide programs and services that result in youth attaining academic and occupational skills, placement and retention in employment, post secondary education, and to increase earnings. The LWIB and the Youth Council have been conducting a survey of youth programs and service providers in this area. The purpose of this survey is to assess the current status of youth services and programs. From the results of this survey the Youth Council will identify effective youth providers and build partnerships with those providers, identify gaps in services, develop resources to fill those gaps, and expand youth services with alternative sources of funding. In accordance with the WIA legislation, the twelve elements listed below will be included in the design and delivery of youth services. The Youth Council will recommend youth service providers for approval by the LWIB.

#### ***Preparation for post secondary education opportunities***

Preparation for post secondary education opportunities will include strategies to link secondary school activities to the world of work, providing a lasting linkage to the benefits of employment. This is a very important ingredient of the provision of youth services and lays the groundwork for an individual's commitment to lifelong learning.

#### ***Linkages between academic and occupational learning***

Linkages between academic and occupational learning will include strategies to provide basic education in a work related context, along with the needed work retention and work maturity skills needed to advance to the receipt of job specific skills.

#### ***Preparation for unsubsidized employment opportunities***

Preparation for unsubsidized employment opportunities will include strategies to link individual youth with appropriate service/training providers, including individual employers, leading to unsubsidized employment.

#### ***Establishing strong and effective linkages with employers***

Establishing strong and effective linkages with employers will include strategies to partner with business organizations, specific industry organizations, and individual employers to clarify the employers' roles in defining clear expectations for youth employment. The Business Service Unit of the One-Stop will serve as a point of information for employers specifically interested in providing entry-level jobs to the youth population.

### ***Alternative secondary school services***

Alternative secondary school services will include strategies to entice youth to remain within the alternative school setting, and enhancing the services necessary to prevent youth from dropping out of the educational system, such as mentoring, tutoring, etc.

### ***Summer employment opportunities***

Summer Employment Opportunities will be a part of the offerings of this Local Area and may include provision of work experience opportunities complimenting educational opportunities available.

### ***Paid and unpaid work opportunities***

Paid and unpaid work experience may be offered to youth as a means of exposure to that first job, either in the private, public, or non-profit sectors, or as a way of instilling appropriate work habits and an orientation to the world of work.

### ***Occupational skill training***

Occupational skill training takes on many delivery options such as on-the-job training with an employer, work experience as mentioned above, classroom skill training with an approved training provider, or a combination of methods for industry specific or customized skill training.

### ***Leadership development opportunities***

Leadership skills will be provided through linkages with ongoing community efforts in this area, such as peer mentoring within the public schools, and the structured offerings of Leadership Lincoln. Leadership skills may also be incorporated into basic education classes as well as through supervisory offerings on the job.

### ***Comprehensive guidance and counseling***

Comprehensive guidance and counseling will be a part of every youth offering and will be monitored by the case management system. Linkages with the secondary and post secondary guidance and counseling professionals will ensure that individual youth receive the necessary services to succeed with their training plan.

### ***Support services***

Supportive services will be provided as necessary for an individual youth to complete the training plan. Such services may include child care, medical services, transportation assistance, and training support such as tools, books, uniforms, etc.

### ***Follow-up services***

Followup services for not less than 12 months after completion will be provided and may include mentoring, support groups, career advancement opportunities, labor market information, volunteer opportunities, etc.

- ***Explain how eligible applicants who do not meet enrollment requirements of a particular program will be referred for further assessment and programs.***

Youth that do not meet enrollment requirements will be referred to the appropriate service provider, depending on the specific situation.

- ***Describe measures taken to ensure compliance with applicable safety and child labor laws.***

The LWIB will assure that any WIA funded activity involving youth will adhere to the Fair Labor Standards Act relating to Child Labor Laws. This requirement will be a part of the procurement, contract negotiation, and contract execution processes, and will also be including in monitoring efforts.

- ***Describe how the local board shall make opportunities available to individuals who have successfully participated in programs to volunteer assistance to participants in the form of mentoring, tutoring, and other activities.***

The LWIB will contact former participants that were successful and invite them to volunteer their services to current participants of youth programs. Opportunities will be available in mentoring, tutoring, and speaking activities.

- ***Identify the criteria used by the board in awarding grants for youth activities. Should include what determines effective youth activities and identify successful providers of such activities.***

The LWIB will take several criteria into consideration when awarding grants for youth activities. The criteria will include but are not limited to the following: ability to deliver the required service, staffing level, fiscal capability, cost, previous experience in providing service, and data supporting past accomplishments.

- ***Specify out of school youth program expenditures based on State's minimum expenditure requirements.***

The LWIB will expend at least 30% of the youth funds on out-of-school youth.